

MINUTES
WINSTON-SALEM URBAN AREA
TRANSPORTATION ADVISORY COMMITTEE (TAC)
SEPTEMBER 18, 2014
4:15 P.M.
FIFTH FLOOR, PUBLIC MEETING ROOM,
BRYCE A. STUART MUNICIPAL BUILDING

MEMBERS PRESENT:

Margaret Bessette, City-County Planning Board, TAC Secretary
Dan Besse, Council Member, City of Winston-Salem, Vice Chairman
Derwin Montgomery, Council Member, City of Winston-Salem, Alternate
James Taylor, Council Member, City of Winston-Salem
Bill Whiteheart, Commissioner, Forsyth County
Mike Rogers, Mayor Pro Tem, Village of Clemmons, Alternate
Dan Pugh, Mayor, Town of Lewisville
Norman Wilkes, Mayor, Town of Midway
Walter Marshall, Commissioner, Forsyth County
Todd Yates, Commissioner, Davidson County
Brent Rockett, Commissioner, Town of Bethania
Tracey Shifflette, Alderman, Town of Kernersville
Allen Todd, Mayor, Town of Wallburg
Kenneth Rethmeier, Mayor, Town of Bermuda Run
Randy Mendenhall, Council Member, Town of Walkertown
Regina Streed, Board Member, WSTA

PRESIDING: Mayor Larry Williams, Town of Rural Hall, Chairman

STAFF PRESENT:

Pat Ivey, NCDOT
Andy Bailey, NCDOT
Scott Rhine, PART
Cary Gentry, FCOEAP
Toneq' McCullough, WSDOT
Dewey Williard, WSDOT
Kaori Fujisawa, WSDOT
Greg Errett, WSDOT
Wendy Miller, WSDOT
Kevin Edwards, WSDOT
Stephen Hawryluk, Budget
Scott Jones, WSDOT
Fred Haith, WSDOT
Jeff Hatling, Kernersville
Scott Snow, Walkertown

Lee Rollins, Bermuda Run
Hank Perkins, Lewisville

RECORDING SECRETARY: Laura Whitaker, WSDOT

Chairman Williams read the Ethics Awareness and Conflict of Interest Statement.

1. Citizen Comments

No one present.

Action Items

2. Consideration of the July 17, 2014 TAC Meeting Minutes

Presented by Chairman Williams.

MOTION: Bill Whiteheart moved approval of the minutes.

SECOND: Allen Todd

VOTE:

FOR: Unanimous

AGAINST: None

By consensus, an additional item was added to information item 4, information item 4 was moved to action items and information item 5 was heard before action item 4.

3. Consideration of the Federal Transit Administration (FTA) Fiscal Year 2014 Job Access Reverse Commute (JARC) and Enhanced Mobility for Seniors and Individuals with Disabilities Program (Section 5310) Funds Project Awards

Presented by Kaori Fujisawa.

- For the FY 2014 grant awards, the Winston-Salem Urban Area call for projects began on April 8, 2014, with the issue of a request for projects and legal advertisements.
- A community workshop for grant recipients was held on April 22, 2014.
- Applications were due on May 19, 2014 and nine projects were independently reviewed and evaluated by a special committee comprised of members of the PART staff.
- A list of the projects recommended for funding was provided in the agenda book.

MOTION: Ken Rethmeier moved approval.

SECOND: James Taylor

VOTE:

FOR: Unanimous

AGAINST: None

5. Review of the Surface Transportation Program – Direct Attributable (STP-DA) Program

Presented by Fredrick Haith.

- Fred distributed an unobligated STP-DA funds spreadsheet.
- In preparation for the Call for Projects announced on August 14, 2014, staff began reviewing the list of projects for which funds were approved by the TAC.
- The exercise revealed that the Winston-Salem MPO has committed more funds to projects than currently available in the unobligated balance. The specific overage amount is \$7,879,611.
- Winston-Salem DOT staff met earlier this month with NCDOT Program Development (STIP Unit) staff to gain more insight on the matter.
- It was explained to WSDOT staff that the funds for a particular project are not obligated until authorization to proceed is granted by NCDOT.
- Then only the funds needed for the active phase of that project (design, right-of-way acquisition or construction) are deducted from the unobligated balance, not the full budget for the project.
- Prior to the meeting staff assumed that a signed agreement obligated the entire budget of a project.
- Unobligated previously approved projects, numerous project cost increases, and a lack of understanding regarding the obligation process are all contributing circumstances.
- The situation is manageable and the MPO can address it in a multitude of ways.
- One option is to cancel or put on hold projects without a clear schedule, financial stability or feasibility.
- Another option is to move select projects to outer fiscal years, relying on future allocations of STP-DA funds. Those are just two options that staff discussed; the ultimate decision will reside with the TAC.
- As long as the TAC does not approve a new list of projects, or appropriate an abundance of additional funds to existing projects, the MPO should be able to support all projects currently on the list over the next few years, should the TAC choose to shift select projects to outer fiscal years.
- Moving forward, it will be imperative that project schedules be kept on track and cost estimates be held constant without significant cost increases.
- Any plan of action taken to address the obligation situation will hinge on accurate cost estimates and schedules.
- To help mitigate future STP-DA fund management issues, staff recommends that a working group comprised of select TCC members and staff be formed to develop new STP-DA policies and procedures.

A discussion ensued regarding projects with TIP numbers.

A discussion ensued regarding obligated and unobligated funds.

A discussion ensued regarding working group tasks.

A discussion ensued regarding the possibility of other funding sources.

4. Review of Modifications to the Fiscal Year 2012-2018 Metropolitan Transportation Improvement Program (MTIP) and the North Carolina Department of Transportation State TIP (STIP)

Presented by Fredrick Haith.

a. Town of Lewisville Projects

1. Shallowford Road/Williams Road Roundabout

- On November 30th, 2006, the TAC approved of \$232,000 in STP-DA funds for the construction of the Shallowford Road at Williams Road roundabout for Fiscal Year 2008.
- On February 18th, 2010 the TAC approved an additional \$208,000 in STP-DA funds, increasing the total STP-DA allocation to \$440,000.
- NCDOT has recently seen two roundabouts that have been bid for construction. In both cases, the cost estimates for these roundabout projects were above expectations for the bidding.
- This caused the overall low bid price for the roundabouts to be significantly over budget.
- With consideration of these points, the Town of Lewisville requests additional funding for the roundabout at the Shallowford Road/Williams Road intersection.
- The amount being requested also includes funds for Construction Engineering and Inspection (CEI) services.
- The project has received construction authorization and is ready to be bid.
- Pending positive approval and finalization of this request for additional funding consideration, the Town of Lewisville will proceed immediately to advertise for construction bidding.
- The revised cost estimate for the Shallowford Road at Williams Road roundabout has been developed with the consultation of NCDOT Division 9 staff.
- The estimate for the project is now \$862,500 (\$690,000 in STP-DA funds and \$172,500 in local match).
- The Town is requesting an additional \$250,000 in STP-DA funds and will provide the additional \$62,500 in local match.
- The total project cost increase is estimated at \$312,500.

MOTION: Ken Rethmeier moved approval.

SECOND: Bill Whiteheart

VOTE:

FOR: Unanimous

AGAINST: None

2. Great Wagon Road Environmental Assessment

- On May 30, 2013, the TAC approved \$200,000 in STP-DA funds along with a local match of \$50,000 from the Town of Lewisville to set up the Great Wagon Road Extension project in order to conduct Preliminary Engineering (PE), design and survey work.
- On April 8, 2014, NCDOT conducted an environmental field review, and as a result, required that an Environmental Assessment (EA) be conducted.
- When the significance of impacts of a transportation project proposal is uncertain, an EA is prepared to assist in making this determination. If it is found that significant impacts will result, the preparation of an Environmental Impact Statement (EIS) should commence immediately.
- During initial project scoping and cost estimating, an EA was not considered.
- As a result of the EA requirement the PE estimate for the project is now \$745,000 (\$596,000 in STP-DA funds and \$149,000 in local match).
- The Town of Lewisville is requesting an additional \$396,000 in STP-DA funds and will provide the additional \$99,000 in local match.
- The Technical Coordinating Committee recommends holding the item over to the November meeting.

MOTION: Dan Besse made a motion to hold the item over until the November meeting.

SECOND: Allen Todd

VOTE:

FOR: Unanimous

AGAINST: None

3. Lewisville-Vienna Road Sidewalk

- On September 19, 2012, the TAC approved of \$92,000 in STP-DA funds for the construction of a sidewalk along Lewisville-Vienna Road, from Tullyries Lane to Riverwood Drive in the Town of Lewisville.
- The Town of Lewisville is requesting an additional \$64,400 in STP-DA funds for the project.
- The request is based on a revised cost estimate for the project provided as part of the Plans, Specifications and Estimate (PS&E) materials.
- The total revised estimate of \$195,500 (\$156,400 in STP-DA funds and \$39,100 in local match) has contingency built in and also includes funds for Construction Engineering and Inspection (CEI) services.
- All preconstruction activities have been completed for this project and authorization for construction is being submitted.
- Pending positive approval and finalization of this request for additional funding consideration, the Town of Lewisville will proceed immediately to advertise for construction bidding.

MOTION: Dan Besse moved approval.

SECOND: Bill Whiteheart

VOTE:

FOR: Unanimous

AGAINST: None

b. Town of Bermuda Run Projects

- In November, 2009, the Winston-Salem Urban Area TAC allocated \$408,000 in STP-DA funds for improvements at the US 158/NC 801 intersection in the Town of Bermuda Run at a total cost of \$510,000.
- During the preliminary engineering for the project, it was determined by the NCDOT that the planned improvements for the intersection would provide minimal positive impact of traffic safety and circulation and that a much larger and more expensive project would be needed there to address the traffic issues.
- On March 15, 2012 the TAC transferred the funds programmed for the US 158/NC 801 intersection to the construction of a proposed roundabout on US 158 at Twins Way Drive and Bermuda Run Drive.
- On February 20, 2014 the TAC approved an additional \$393,600 in STP-DA funds, increasing the total allocation to \$801,600.
- On July 14, 2014, the Town received two bids for the construction of the proposed US 158 roundabout.
- The low bid that was submitted was \$1,417,511.
- Adjustments were also made to the Construction Engineering and Inspection (CEI) and NCDOT project administration fees, resulting in a total project cost of \$1,706,300.
- To continue the project and begin construction, Bermuda Run is requesting an additional \$563,440 in STP-DA funds.

MOTION: Bill Whiteheart moved approval.

SECOND: Dan Pugh

VOTE:

FOR: Unanimous

AGAINST: None

c. Town of Walkertown Projects

- On September 16, 2010, the Winston-Salem Urban Area TAC allocated \$168,800 in STP-DA funds for the installation of sidewalk on Darrow Road (U-4741 LD).
- On September 20, 2012, the Winston-Salem Urban Area TAC allocated \$276,800 in STP-DA funds for the installation of sidewalk on Old Belews Creek Road.
- The Town of Walkertown respectfully requests the Winston-Salem Urban Area MPO TAC approval of an allocation of an additional \$276,800 STP-DA funds for the Darrow Road sidewalk project (U-4741 LD).
- This request is based on a revised cost estimate of \$557,000 for the project prompted by a NCDOT requirement for additional curb & gutter installation, additional storm water maintenance features, and road widening to the original project design.
- The Town of Walkertown requests the funds for this request be transferred from a previously approved STP-DA project, the Old Belews Creek Road sidewalk project

(\$276,800 STP-DA funds), in order to avoid requiring additional unallocated STP-DA funds to be programmed for the completion of the Darrow Road sidewalk project.

- The transfer will effectively postpone the Old Belews Creek Road sidewalk project.
- The Town of Walkertown is prepared to provide the 20% matching funds for the Darrow Road project, estimated to be \$111,400.
- All preconstruction activities have been completed for this project and authorization for construction is being submitted.
- Pending approval of this request for additional funding, the Town of Walkertown will proceed immediately to advertise for construction bidding.

MOTION: Dan Besse moved approval.

SECOND: James Taylor

VOTE:

FOR: Unanimous

AGAINST: None

Information for Future Action Items

6. Review of the Air Quality Conformity Determination Report Finding for an Amendment to the Fiscal Year 2012-2018 MTIP and the 2035 Transportation Plan Update

Presented by Wendy Miller.

- a. Finding the 2035 Transportation Plan Update Amendment Conforms to the State Implementation Plan (SIP)**
 - b. Finding the Fiscal Year 2012-2018 MTIP Conforms with the SIP and 2035 Transportation Plan Update U-2827B Amendment**
 - c. Approving the 2014 Amendment to the 2035 Transportation Plan Update**
- The Winston-Salem Urban Area MPO's 2035 Transportation Plan (LRTP) Update, the Air Quality Conformity Determination Report (AQCDR), and the Fiscal Year 2012-2018 MTIP as amended through September 2012, were adopted by the MPO on January 17, 2013 and approved by the Federal Highway Administration (FHWA) on March 6, 2013.
 - Additional amendments and modifications to the MTIP were adopted on May 30, July 18, November 21, 2013; and, February 20, March 20, May 27 and July 17, 2014.
 - The NCDOT regularly updates the Fiscal Year 2012-2018 STIP to include new projects and modify existing projects.
 - STIP amendments for new statewide or Winston-Salem Urban Area MPO projects trigger the amendment of the Fiscal Year 2012-2018 MTIP.
 - STIP amendments for regionally significant projects that cross the FHWA 4-year funding period or modeling horizon years require an AQCDR.
 - The Fiscal Year 2012-2018 STIP/MTIP is a subset of the Winston-Salem Urban Area 2035 Transportation Plan and must match.

- The U-2827B – Business 40 Rehabilitation project will be amended to reflect the preferred alternative selection for the final interchange configuration.
- The Fiscal Year 2012-2018 MTIP and the 2035 Transportation Plan will be amended to match the STIP and the Conformity Determination Report – Short Form finding of Conformity with the SIP.
- As provided by the MPO’s Public Participation Policy, regionally significant amendments to the FY 2012-2018 MTIP and 2035 Transportation Plan and accompanying Conformity Determination Report – Short Form must receive a 30 day public review.
- The U-2827B Amendment documents were available for public review from June 12 to July 11, 2014.
- Three comments were received relating to the U-2827B project during the public review period.
- The MTIP and 2035 LRTP/MTP amendment and Air Quality Conformity Analysis and Determination Report must be approved prior to issuance of a federal Finding of No Significant Impact (FONSI) for the Business 40 Rehabilitation project (U-2827B).

Information Items (Presentation by Staff by Request of TAC Only)

7. Review of the Business 40 Streetscape Design Project Process

Presented by Greg Errett.

- During the past few years, NCDOT initiated a process seeking public involvement to improve the aesthetic appearance of the future Business 40 bridges, interchanges and related roadway infrastructure.
- Numerous public meetings and workshops have been held to help define the preferred look and visual components for the Business 40 Streetscape project.
- Parallel to the public process, the Creative Corridors Coalition (C3), a private non-profit citizens group, developed its own master plan and design guidelines for the Business 40 corridor in 2011 which was subsequently adopted by the City of Winston-Salem.
- The majority of the freeway’s geometric designs are featured in two alternatives.
- However, the appearance of the corridor has not been decided.
- Thus, the need to bring the elements of both processes into a comprehensive streetscape design for the entire corridor is apparent.

8. Review of Draft Schedule for the Development of the Fiscal Year 2015-2016 Unified Planning Work Program (UPWP) for the Winston-Salem Urban Area MPO (Transit Planning Only)

Presented by Greg Errett.

- a. Development of the Fiscal Year 2015-2016 UPWP for the Winston-Salem Urban Area MPO (Highway and STP-DA Planning Only)**
- b. Development of the Self-Certification of the Transportation Planning Process for the Winston-Salem Urban Area MPO**

- The draft schedule for the Development of the Fiscal Year 2015-2016 Unified Planning Work Program (UPWP) for the Winston-Salem Urban Area MPO - Transit Planning Only was presented and reviewed.

9. MPO Staff Reports

a. NCDOT Division 9 Transportation Projects Update

Pat Ivey responded to Dan Besse's question stating that the replacement bridge 152 on McGregor Road over Silas Creek is behind schedule and added that he will review the completion date schedule and email that information to Mr. Besse.

b. Forsyth County OEAP Air Quality Update

Greg Errett responded to Chair Williams question stating that he would review the acronyms in the air quality update and add those to the acronym list included with the agenda packets.

c. Bicycle and Pedestrian Facilities Projects Update

No questions for staff.

d. Winston-Salem Transit Authority (WSTA) Update

No questions for staff.

e. Piedmont Authority for Regional Transportation (PART) Update

Presented by Scott Rhine.

- PART released a draft Project Management Plan for public comment to develop an Intermodal Transportation Center Complex.
- The project is related to Congressional Earmark funds PART received in 2005.
- Public outreach to generate comments is being performed by PART staff to report any comments received to the PART Board of Trustees for the preferred development alternative.

f. Title VI Compliance Update

Fred Haith responded to Chair Williams question stating that the Winston-Salem Urban MPO is officially in compliance with its Title VI obligations.

10. Review of the 2014 MPO Calendar of Activities

Presented by Greg Errett.

- Next meeting: Thursday, November 20, 2014.

11. Other Business/Adjourn Meeting

ADJOURNMENT 5:25 pm.